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STATE OF MONTANA

DEPARTMENT OF SOCIAL AND REHABILITATION SERVICES

REHABILITATIVE SERVICES DIVISION

VISUAL SERVICES DIVISION

REHABILITATION FACILITIES PLAN

1986 ADDENDUM

BY

MARGARET A. BULLOCK, ADMINISTRATOR

REHABILITATIVE SERVICES DIVISION
VISUAL SERVICES DIVISION

HELENA MONTANA

DECEMBER 1986

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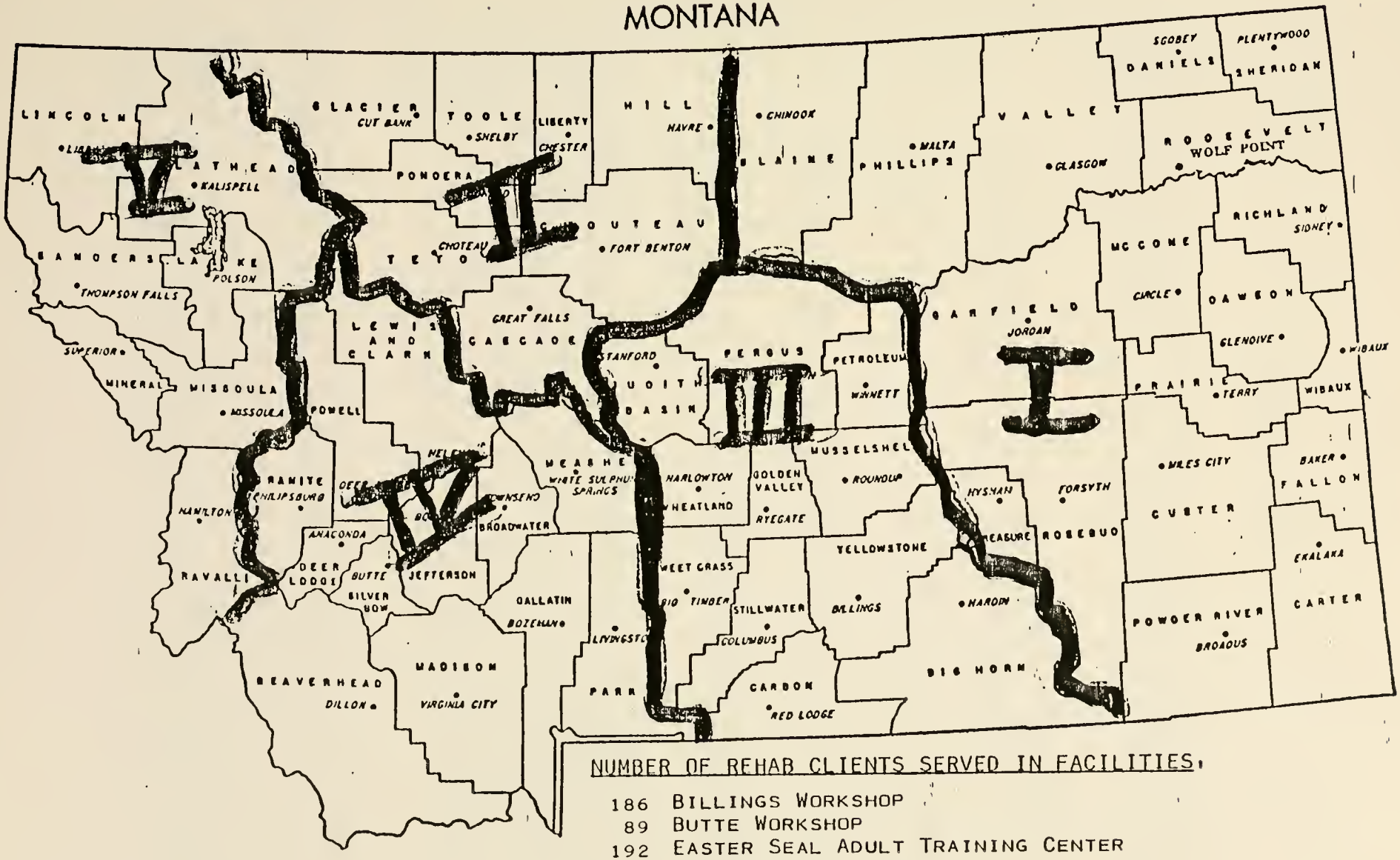
MONTANA



NUMBER OF REHAB CLIENTS SERVED IN FACILITIES

186	BILLINGS WORKSHOP
89	BUTTE WORKSHOP
192	EASTER SEAL ADULT TRAINING CENTER
75	EASTERN MONTANA INDUSTRIES
130	FLATHEAD INDUSTRIES
146	HELENA INDUSTRIES
84	MISSOULA OPPORTUNITY
184	MISSOULA COMMUNITY HOSPITAL

F O R E W A R D

The 1986 Addendum of the Montana State Plan for Rehabilitation facilities is a public document intended to be utilized in guiding and influencing the establishment and improvement of rehabilitation facilities within the state. "Rehabilitation Facility" in Montana means:

1. The facility or host organization is legally constituted and the legal charter, constitution or official statement or purpose implies or directly states it provides rehabilitation services.

2. The major or primary purpose of the organization is to rehabilitate persons.

3. The organization is able to provide multiple services in an integrated and individualized manner.

4. It is anticipated that the organization will provide during the program year an official program which will be purchased under the Rehabilitation Act of 1973.

In this Addendum attention will be paid only to rehabilitation facilities with which the Rehabilitative Services and Visual Services Divisions have a special investment, that is, specifically the rehabilitation work oriented facilities and the rehabilitation medically oriented facility indicated on the enclosed map. Because the Alcohol and Drug Abuse Division of the Department of Institutions is specifically involved in halfway house establishment, program maintenance and certifying as well as the granting of federal funds to such facilities. The Rehabilitative and Visual Services Divisions relate to such facilities only as vendors and occasionally as consultants in the certifying of such.

This fourteenth annual Addendum will modify the original Montana State Plan for Rehabilitation Facilities and Workshops published in 1968.

In accordance with the guidelines attached to the Commissioner's letter 68-41, dated June 18, 1968, and Program Instruction RSA-PI85-02, this Addendum is designed to maintain the "State Plan" as a current and effective tool in notifying the population of Montana of two (2) things: 1) the high quality of rehabilitation facility services available to all individuals possessing physical and/or mental disabilities that are vocationally handicapping, and 2)

the Rehabilitative and Visual Services Division's intent to support either directly via grants or indirectly through the purchase of vocational evaluation and work adjustment services in what they consider to be the only key and necessary rehabilitation facilities in Montana. Those particular facilities are discussed in this state Facility Plan Addendum. It is hoped that this Addendum will fulfill these purposes and that the handicapped people of Montana will benefit from the much needed services provided by these rehabilitation facilities, not only via the Rehabilitative Services and Visual Services Divisions, but under the auspices of other agencies also capable of singular and/or cooperative involvement in the purchase of services necessary for rehabilitation.

Margaret Bullock

Margaret Bullock, Administrator
Rehabilitative Services Division
Visual Services Division

HISTORY OF THE

MONTANA REHABILITATION FACILITIES PROGRAM

A brief overview of the development of the rehabilitation facilities program in Montana will bring the reader into focus with the present situation.

In 1966, in accordance with the 1965 amendments, an administrative staff position was approved for a person designated to plan, establish standards, and assure effective development and utilization of rehabilitation facilities within the state. In Montana, as in most states, the Rehabilitation Facilities Specialist was appointed to this position for the specific purpose of working with rehabilitation facilities.

In 1966, an application was submitted to the Department of Health, Education and Welfare, Vocational Rehabilitation Administration, for a Statewide Planning Grant. A Planning Director was hired, and a final report was submitted in 1968. The original Montana State Plan for Rehabilitation Facilities and Workshops was written as a result of the findings of the Statewide Planning surveys and was also published in 1968. The initial planning process for the State plan was set up in four (4) phases identified as follows: 1) preparatory activities, 2) inventory and utilization of rehabilitation facilities, 3) determination of needs, and 4) continuing activities. These phases are reflected in the publication of the original Facilities Plan in 1968, and continue to be ongoing as reflected in the subsequent annual addenda.

1971 marked the beginning of a reorganization of Montana's state agencies. Due to such a movement, the Facilities Specialist responsibilities fell within the realm of the newly organized Special Projects Bureau administered by the Chief of Special Projects. Thus, in addition to being accountable for special projects and programs for the state rehabilitation agency, the Chief of that Bureau is responsible for being attentive to the state's needs in terms of the establishment, utilization, development, and improvement of rehabilitation facilities.

TRENDS AND PLANNING RELATIONSHIPS

As a result of the Executive Reorganization Act of 1971 (Senate Bill 274) consolidation and coordination of agencies, and more importantly, of purpose, have taken place. Reflections of such are the attempts at planning and organization by state agencies for rehabilitation facilities.

In January, 1972, a number of state agencies and others considered to be human resource agencies were invited by the Rehabilitative Services Division to participate in a two and one-half (2½) day seminar to discuss methods of financing rehabilitation work facilities in Montana, utilizing cooperation between various state-federal programs and the private sector, as well as

purchase-of-service arrangements. Agencies and programs in attendance were the Rehabilitative Services Division (RSD), the Social Assistance Field Division, WIN, Social Security, Vocational Education, Montana Association for Retarded Citizens, Veterans Administration, Model Cities, Mental Health, Aging Services Division, Eastern Montana College Rehabilitation Counseling Program, Aftercare Division, State Department of Public Instruction, Special Education, Governor's Manpower Planning, Medical Services, Regional Office Rehabilitation Services, Disability Determination Bureau, Crime Control Commission, Facility Directors and Board Members from Helena, Billings, Butte, and Eastern Montana. Some of these agency names have changed during continuing state reorganization efforts. The concepts of block funding and set-aside allocations to these facilities were considered. An Action Committee was formulated to implement the findings of the seminar.

The rehabilitation work facility directors left the seminar with the charge to market their products to all appropriate agencies in attendance and others. As its participation on the Action Committee, the Rehabilitative Services Division did survey its counselors (purchasers of services) on rehabilitation work facility usage to determine the feasibility of block funding. It was determined to be impractical at that time or for fiscal years 1973 and 1974. Since then, block funding has been implemented once. Unless the RSD Regional Office opinion of such changes to one (1) of proponent, block funding will not be utilized again.

During fiscal year 1974, the Developmental Disabilities (DD) authority was transferred from the Department of Institutions to the Department of Social and Rehabilitation Services. This deinstitutionalization movement was the beginning of a totally separate service system and philosophy of service delivery for Montana's developmentally disabled, especially, the mentally retarded. Six (6) of the eight (8) rehabilitation facilities reflected in this plan were expanded as a result of the Purchase of Service Contracts on behalf of the DD Adult population. Two (2) facilities were newly established. Such a move has provided for more community utilization of rehabilitation facilities on behalf of the developmentally disabled, now the largest users of such facilities.

The effects of 1974 legislation were felt by rehabilitation facilities, and new legislation, pro-these facilities, initiated the following activities:

I. A certification procedure, utilizing the survey and accreditation procedure of the Commission on Accreditation of Rehabilitation Facilities (CARF).

II. A $200,000 Extended Employment Program.

III. The negotiation of state contracts for the purchase of products not exceeding five thousand dollars ($5,000) with sheltered workshops and work activity centers without complying with competitive bid practices.

These three (3) products of the 1974 legislature were a result of the efforts of the newly organized Montana Association of Rehabilitation Facilities (MARF). Since the 1974 legislative session, the history of the rehabilitation facility movement in Montana has been contained in the implementation of federal and state facility legislation and in the well organized efforts of MARF.

Facility certification after CARF accreditation has been ongoing for twelve (12) years. The eight (8) recognized rehabilitation facilities have been certified. The current policy of the Rehabilitation and Visual Services Divisions regarding facility accreditation and certification is stated in Attachment A.

The Extended Employment Program in Montana was initiated as a result of lobby efforts by the rehabilitation facility directors and concerned parents and guardians of individuals who could benefit from these services. The policy describing the program intent for Extended Employment is contained in Attachment B.

This particular program was appropriated $200,000 for implementation. The first year of the program $75,000 of the $200,000 was given to the Developmental Disabilities Program to pay for extended employment services for only the Developmentally Disabled. The remaining $125,000 was spent for such services on behalf of disabled individuals who did not qualify for any other funding source. Approximately fifty (50) disabled individuals in five (5) facilities benefitted from the services the first year. The second year of the program the total $200,000 was set aside for all disabilities (other than Title XX eligible Developmentally Disabled individuals) needing the services. Approximately seventy-five (75) individuals in six (6) facilities benefitted from the service. Again in fiscal year 1977, seventy-five (75) individuals in six (6) facilities benefitted from the Extended Employment Service. Sixty-five (65) individuals in seven (7) facilities were recipients of Extended Employment Services in state fiscal year 1978, and sixty (60) individuals were Extended Employment recipients in state fiscal year 1979. Sixty-three (63) people benefited from Extended Employment in 1980. In 1981, fifty-seven (57) people benefited from Extended Employment Services. Also in 1981, the Legislature approved continuation of the program with an increase of $15,000 a year, making the annual appropriation $215,000 for state fiscal year 1982 and $230,000 for 1983. That level of funding was maintained in 1984, and in 1985. The 1985 Legislature increased that appropriation to $289,200 for 1986, and $298,768 for 1987.

During fiscal year 1975 an application was initiated to provide each of six (6) rehabilitation facilities with Innovation and Expansion (I & E) funds to hire a placement specialist to do job development, job placement and follow-up for the facility clients, with an emphasis on the severely disabled. That application was funded and the project began July 1, 1975. During the first year of that project, the facility job placement staff placed one hundred sixty-three (163) handicapped people, of which sixty-four percent (64%) were severely disabled. One hundred eleven (111) handicapped people (75 severely disabled) were placed the second year of the project. One hundred twenty (120) individuals benefitted from the job development, job placement and follow-up services during the third and final year of this project. A similar I & E project was initiated October 1, 1978, but in two (2) new rehabilitation facilities.

Six (6) of the rehab facilities involved in the original I & E job placement grant are now under contract to the Rehabilitative Services Division to continue the provision of job development, job placement and follow-up activities on behalf of vocational rehabilitation clients. Those five (5) job placement efforts netted one hundred ninety-three (193) 22's for the state fiscal year ending June 30, 1979. Another special placement effort was initiated on a fee for service basis at a sixth rehabilitation facility. The six (6) special placement efforts netted one hundred two (102) 26's for the state fiscal year ending June 30, 1980. 1981 netted one hundred fifty (150) placements. One hundred sixty-one (161) placements (73 severely disabled) were made in 1982, one hundred sixty-three (163) in 1983, one hundred fifty-five (155) in 1984, and one hundred forty-nine (149) in 1985. In 1986 the Placement Specialists accomplished one hundred fifty-four (154) job placements.

Also, during fiscal year 1976 all eight (8) rehabilitation facilities initiated program evaluation within their facilities to begin the measurement of overall program effectiveness and administration. Via these systems, data has been and will continue to be provided annually to the Rehabilitative and Visual Services Divisions in a Management Information System (MIS). This data allows the Divisions to make knowledgeable decisions regarding facility usage and funding. See Attachment C. That bill was amended in the 1985 Legislative Session to simplify purchasing procedures.

While the facility legislation eliminating the necessity for competitive bidding on state agency purchases up to $5,000 has been on the books since 1974, the use of this possibility by the state has not been broad based. Because of inactivity in this area, MARF was a lobbying force for state "set aside" legislation during the 1977 session. The legislature did pass a bill requiring state department and other political subdivisions of the state to purchase products and services from sheltered workshops and work activity centers. This bill has been signed into law, and procedures for implementation do exist.

MONTANA'S FACILITY PROGRAM

I. REHABILITATION FACILITY ADVISORY COUNCILS

Due to the dictates of Executive Reorganization, no Rehabilitation Facility Advisory Council existed for four (4) fiscal years, nor could exist until created by the Director of the Social and Rehabilitation Services Department, or the Governor, or officials of an executive department (other than a department head), and in the later case, only if federal law or regulations required the creation of a facility advisory council as a condition for the receipt of federal facility funds.

However, during fiscal year 1976 an Advisory Council for the Rehabilitative Services Division and one for the Visual Services Division were appointed by the Governor. These two (2) Councils for the Divisions are advisory in all phases of the vocational rehabilitation program, and include among their members representation from the Montana Association of Rehabilitation Facilities (MARF), a non-profit organization organized to stimulate and offer assistance to its member agencies. Their efforts to provide quality habilitation and rehabilitation for handicapped individuals regardless of age, race, color or sex; and representation from a Part B Independent Living Center. Thus, they are advisory to the rehabilitation facility movement in Montana. As advisor to the facility movement, the role of the Councils is as follows:

Purpose

Represent public and private interests as they pertain to rehabilitation facility planning.

Serve in an advisory capacity to the rehabilitation agency facility staff.

Advise and assist in the development of a continuing State Plan for Rehabilitation Facilities within Montana.

Function

The focus of council concern will be the present and future rehabilitation facility needs of the disabled people in Montana.

The Councils will advise on:

Current status of rehabilitation facilities in Montana (See Attachment C - 1981 - RSD Council Resolution).

Immediate and long-range needs of Montana rehabilitation facilities.

Requirements and standards for continuing program to evaluate such needs.

The effectiveness of programs developed to meet these needs.

The Advisory Councils, in addition, will be concerned with the following:

Sources of information to the planning staff as to problem areas of rehabilitation service deficiency.

Methods of maintaining quality service and effective utilization of centers.

Upgrading and expanding existing facilities prior to new development.

Rehabilitation facility need based on population, geography, and disability factors.

Development of a priority list for rehabilitation facilities.

Methods of implementation of final recommendations to solve current needs.

Independent living rehabilitation.

II. MONTANA'S FACILITIES PROGRAM

The state VR agency facility specialist in Montana is a generalist who performs the following diverse functions in addition to wearing many other hats.

The facilities specialist must know and be able to explain to others the general philosophy, practices, and procedures of vocational rehabilitation and of the state agency for which he or she works. The audience will include state agency personnel, facilities staff and board members, consumer groups, and other interested groups or individuals.

The facilities specialist must be able to recognize and analyze needs for services, to strengthen successful existing patterns of services delivery, and to develop new ones. After informing other vocational rehabilitation personnel and facilities directors of unmet needs, the specialist serves as a consultant in the development of new ways and means to meet these needs.

As a consultant, the facilities specialist interprets federal and state guidelines for the wide variety of grant programs available to rehabilitation facilities and workshops. The specialist provides assistance to applicants in the preparation of grant applications and recommends approval or rejection of applications. Also, the specialist administers and monitors ongoing grant programs to insure that federal and state requirements are adhered to and that the goals and objectives of grant projects are met.

The facilities specialist acts as liaison between the two (2) most important elements in the delivery of direct services to clients--the rehabilitation counselor and the facility or workshop--insuring both that the counselor is aware of the services offered by the facility and that those services meet the needs of clients referred to it.

At any given time, the rehabilitation facilities specialist is involved in public relations, is a consultant, an analyst, a researcher, an administrator, an arbitrator, a coordinator of multifaceted and diverse programs. Whichever function he or she is performing; however, all activities are directed toward meeting the service needs of handicapped and severely handicapped persons.

Also, a VR counselor in each service delivery area is a facility liaison counselor providing the primary network of communication between the state agency and the facilities.

III. FACILITIES NEEDS STUDIES

A. Establishment:

1. Purpose and estimated cost. See Administrative Rules of Montana (Attachment D).

2. Montana's legislature did not budget establishment costs for Montana's VR program.

B. Construction:

1. Purpose, area, kind, estimated cost - See Administrative Rules of Montana (Attachment D).

C. Facilities and Services to Groups:

1. Purpose, area and estimated cost. See Administrative Rules of Montana (Attachment E).

2. Montana has one (1) Services to Groups Grant for $2,400 to provide reader services to blind and learning disabled students.

D. Technical Assistance - If federal technical assistance dollars were available, the majority of Montana rehabilitation facilities would be most interested in such to help develop new business ventures and to assist with strategic short term and long term planning.

E. Other RSA Grants - Two private non-profit independent living centers receive Part B funds. On August 1, 1985, Montana VR advertised the availability of Part A monies. In 1986, Montana's umbrella Department of Social and Rehabilitation Services applied for and was awarded approximately $430,000 a year over a five (5) year period to do supported work.

F. Other Funding Resources - Montana VR is a program operator for Montana's Job Training Partnership Act (JTPA) authority. As a program operator it has referred and received services from rehabilitation facilities for eleven percent (11%) of its JTPA clients.

Montana VR is the recipient of state funds (with no available federal match) known as VR - Extended Employment dollars (see Attachment B). These dollars are funnelled to the seven (7) larger rehabilitation facilities to pay for work activity or sheltered employment services on VR clients rehabilitated into sheltered employment.

IV. GOAL OF MONTANA'S FACILITY PROGRAM

The goal of rehabilitation facility planning continues to be the development and expansion of such facilities and programs in Montana that will provide the most and best rehabilitation services to the greatest number of handicapped.

The concerns in making a judgement on requests for funding development and expansion are the need for what is requested and the needs of already existing programs. In other words, a discrete decision is called for that will promote the quality of the already existing facilities.

The priority regarding Montana's rehabilitation facilities is the strengthening and expansion of the eight (8) current quality facilities to their highest level of achievement in service provision.

Four (4) ways of achieving this priority are:

1. The inclusion of facility staff in as many RSD/VSD staff development sessions as appropriate. This has been and will continue to be an ongoing policy.

2. The specific provision of some state and/or regional in service tailored to facility staff needs.

3. The provision of facility technical assistance (TA) under both the Federal TA and the proposed State TA programs.

4. The awarding of limited grants when the need is well justified.

BILLINGS WORKSHOP, INC.

200 South 24th Street
Billings, MT 59101
(406) 248-9115

The Billings Workshop, Inc., is a private non-profit corporation which has been providing habilitation and rehabilitation to the disabled since January, 1971. It is governed by a twelve (12) member Board of Directors. A well qualified staff of twenty-seven (27) persons provide the following services:

WORK ADJUSTMENT TRAINING

This is an individualized training program of developing good worker habits while the client is engaged in real work, producing marketable products and services in an actual work setting, supported by vocational counseling and classroom activities.

Clients referred for this service should be considered competitively employable in the near future.

Services in this program include training in general appearance, attendance and punctuality, worker attitude, worker characteristics, work performance, work quantity and work quality. Client progress in these areas is evaluated in individual monthly staffing sessions. The client also is exposed to a variety of work environments in Community Work Sites, woodworking, small assembly or janitorial areas. For these persons lacking occupational goals, vocational exploration activities are offered. As the client becomes competitively employable, he is referred for job seeking skills training through Job Club in preparation for placement. After a client is placed, a one (1) year follow-up is provided to ensure successful placement.

EXTENDED EMPLOYMENT

This service is designed for those persons who are not considered to be competitively employable in the near future. A wider spectrum of services is offered to these clients, ranging from training in such areas as personal hygiene, functional academics, appropriate inter-personal communication and behaviors to skill training in the real work production area.

Progress of these clients is reviewed at least quarterly in individual staffing sessions. If a client exhibits proficiency in all levels of evaluation, he may be referred to the Work Adjustment Program, and then prepared for Job Placement.

BILLINGS WORKSHOP, INC.
(Continued)

VOCATIONAL EVALUATION

Vocational Evaluation is a diagnostic service designed to assess a person's work potential and work related behavior. The evaluation process uses a standard but comprehensive system which includes the Valpar Work Component Series, JEVS job samples, dexterity tests, the Singer-Graflex System and supplemental psychometric tests. Clients referred to this service come from the Rehabilitative Services Division, Workers' Compensation, School Districts, as well as occasional referrals from Vo-Tech, the Veterans' Administration, private insurance carriers and attorneys.

JOB READINESS/PLACEMENT AND FOLLOW-UP

This service is offered to persons who need assistance in selecting an occupation, learning how to find and how to keep a job. Following formal training, the client begins the job search with the assistance of the Job Placement Specialist. The counselor provides a one (1) year follow-up on clients after they have been placed on a job to ensure successful placement.

CERTIFICATION AND LICENSING

The facility complies with local fire, safety and health codes and is certified by the U.S. Department of Labor's Wage and Hour Division, accredited by the Commission on Accreditation of Rehabilitation Facilities and approved by the Occupational Safety and Health Administration..

* * * * *

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served	4 # Served Last Year WAT EE / DD Title XX Rehab		Other	5 Daily Caseload Title Rehab	XX	Other	6 Daily Capacity Title Rehab	XX	Other	7 % of Utilization Title Rehab	XX	Other	8 Types of Contracts/ Subcontracts
Billings Workshop, Inc. 200 South 24th Street Billings, MT 59101 (Yellowstone) (406)248-9115 Gail Neal - Exec. Director R.M. Ross - Rehab Programs Director Department Managers - Finance, Rehab, Operationa C.G.C. Manager (1) Vocational Evaluator (1) Program Coordinator (1) Job Placement Specialist (1) Administrative Assistant (1) Program Trainers (5) Production Supervisors (4) Production Foremen (3) Janitorial Night Crew Supervisors (2) Pickup-Delivery Person (1) Non-Handicapped Support Workers (3) Barrier Free CARF 1986	Vocational Evaluations Work Adjustment Training Extended Employment Job Placement and Follow-up Job Club Occupational Inveatigation Vocational Counseling Developmetnal Trng. Behavioral Counseling Group Counseling Self Help Skills Referral to Support Services Outplacement Counseling	All Client Served MR 55.6 Mentally Ill 18.5 Hearing Impair. .013 CP .026 Vis. Imp. 0% Med/Orth. 16.5 Substance Abuse .026 EP .019 TOTAL 284	186	75	1	24.6	56.0	.004	23	62	.68	106.9	90.3	.005	Sub Contracts: Small Assembly/Dis-Assembly Packaging, Collating, Mailing Contracts: Manufacturing Wood Products Janitorial Services Retail Sales of Building & Construction Materials, i.e.; Real Estate Signs Pin Flags Barricade Pallets

BUTTE SHELTERED WORKSHOP, INC.

207 South Montana Street
Butte, Montana 59701
(406)

The Butte Sheltered Workshop is a private, non-profit corporation that has been serving handicapped people twenty-three (23) years. The Workshop is governed by a Board of Directors and services are provided by a forty-two (42) member staff.

The primary goal of the Butte Sheltered Workshop is to provide vocational adjustment, social adjustment, sheltered employment and residential services to mentally and physically disabled individuals, in order to maximize their independent living capabilities and to obtain an earned income. The Workshop is CARF accredited in Vocational Evaluation, Work Adjustment Training, Work Services, Activity Services, and Residential Services.

The services provided by the Workshop are briefly described below:

VOCATIONAL EVALUATION

A five (5) day program which explores and assesses an individual's interests, skills and abilities. This is done through the use of work samples (including the Singer-Graflex and Valpar Systems), psychometric tests, interviews and actual work tryouts, both within the Agency and outside job sites.

At the conclusion of the evaluation, the Vocational Evaluator's observations and recommendations are reported to both the evaluee and his referring counselor. The report addresses the evaluee's feasibility for employment, his vocational assets and limitations and the steps needed to ready him for competitive employment.

The Vocational Evaluation Department also offers a one (1) day Career-Exploration Program. This utilizes the Montana Career Information System which allows the client to explore careers available in Montana, their descriptions and requirements, number of positions available and the outlook for growth for each career. Career Exploration also informs the client where to obtain the necessary training or schooling.

EXTENDED EMPLOYMENT

Extended employment provides work experience and pre-vocational training for those clients who are not ready for competitive employment. Individual instruction in various work skills, proper behavior on the job, appropriate grooming and hygiene, and academic skills are provided to the clients in this program.

BUTTE SHELTERED WORKSHOP, INC.
(Continued)

The combination of work training and pre-vocational training is designed to enhance the client's employability and maximize their earnings in a sheltered environment.

WORK ADJUSTMENT TRAINING

Work Adjustment is an orientation to the world of work. It is a treatment training process using work in assisting the individual in understanding the meaning, value and demands of work. The ultimate goal is the return of the individual to the competitive labor market.

Counseling and behavior modification techniques are also utilized in helping the client attain his/her goals.

The client, in Work Adjustment Training, works in the production areas of the Workshop, on sub-contract or manufacturing. They are paid based on their productivity.

RESIDENTIAL SERVICES

The Workshop provides residential services through two (2) licensed Community Group Homes and a licensed Transitional Living Apartment Building.

These residential services provide supervision and training in self-help and community life skills.

PRE-VOCATIONAL SKILLS

The Pre-Vocational Skills Program is designed as a Social Adjustment Program, providing the client social skills, academic skills, functional living skills and work activity skills, which will enable the individual to achieve social independence, decrease dependency and increase productivity.

The program utilizes group and individual instruction in such areas as grooming and hygiene, coin recognition and money management, basic math and time-telling, language skills, personal safety, shopping and community awareness.

The clients work on miscellaneous contracts and salable arts and crafts products which develop their work skills.

BUTTE SHELTERED WORKSHOP, INC.
(Continued)

Physical fitness and recreational opportunities are an integral part of the program. The client may participate in bowling and a weekly physical fitness class.

The Pre-Vocational Skills Program addresses the specific needs and educational deficiency of each person enrolled in the program.

INTENSE ADULT HABILITATION

The Intense Adult Habilitation Program provides training to profoundly multiple handicapped adults in basic self-help skills, such as toileting, feeding and mobility. Training is also provided in hygiene, beginning academics, communication including sign language, and participation in recreational and social adjustment activities. The program's goal is for the client to achieve his or her optimum level of independence with eventual graduation to the Pre-Vocational Skills Program. The staff to client ration is 1 to 1.5.

FOOD SERVICE TRAINING

The purpose of the Food Service Program is to instruct handicapped men and women in food service areas, such as: kitchen helpers; salad girls/boys; steam table helpers; pot scrubbers; chef's helpers and in kitchen maintenance.

The program is designed to provide actual situations as realistic as possible, that a client would find in restaurants, hospitals and institutions. It provides on-the-job training as they assist in preparing a meal a day for approximately ninety (90) people.

DILLON SPECIAL RESOURCES

The Butte Sheltered Workshop operates a Satellite Day Activity Program and a Group Home in Dillon, Montana, called Dillon Special Resources.

The Dillon Program has a Work Activity Center that serves fifteen (15) developmentally disabled adults. The program also operates a group home that serves eight (8) adults, and an Independent Living Skills Program that services four (4) adults.

BUTTE SHELTERED WORKSHOP, INC.
(Continued)

FUNDING

Funding of the Workshop is by the Rehabilitation Services Division, Developmental Disabilities Division, Private Rehabilitation Agencies, United Way, donations, federal and state grants and production income.

The Workshop is located at 207 and 209 South Montana Street and the Residential Living Centers at 1001 Galena, 221 North Excelsior and 701 Hobson. The NISH Work Center is located at 17 East Galena.

* * * * *

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served	4 # Served Last Year Title			5 Daily Caseload Title			6 Daily Capacity Title			7 % of Utilization Title			8 Types of Contracts/ Subcontracts
			Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	
Butte Sheltered Workshop 207 South Montana Butte, Montana 59701 (406) 723-6501 - Silver Bow County Robert T. Kissell - Exec. Director Lew Rotering - Admin. Asaistant (RCP) Executive Secretary (1) Admin. Assist. Secretary (1) Education Supervisor (1) Pre-Voc Skills Instructor (3) Arts & Crafts Instructor (1) Pre-Voc Skills Assistants (2) Intense Habilitation Instructor (1) Intense Habilitation Assistance (1) Intense Habilitation Aide (1) Production Coordinator (1) Work Supervisors (2) Residential Serv. Supervisor (1) Evaluator (2) Evaluation Aide (1) Bookkeeper (1) Payroll Clerk (1) Administrative Secretary (1) Production Coordinator Secretary (1) Sewing Contract Manager (1) Vocational Rehabilitation Trainer (1) Quality Assurance Trainer (1) Group Home Managers (3) Night Attendants (2) Living Skills Trainers (2) Weekend Relief Attendants/Part-Time (5) Barrier Free CARF 1987	SHELTERED WORKSHOP Career Exploration Vocational Eval. Work Adjust. Trng. Food Service Trng. Extended Employment Pre-Voc. Skills Sheltered Employmt Counseling Physical Fitness Social Adjust Trng Residential Svcs. Intense Adult Hab.	Blind Visually Impaired Hard of Hearing Deaf Mentally Ill Mentally Retarded - Not DD Mentally Retarded Cerebral Palsy Epilepsy Epilepsy Not DD Char/Personality Disorder Addictive Disorder Other Othopedic or Medically Disabled TOTAL 194	3 4 2 11 2 7 43 89	4 1 3 74 3 4 1 86	 19	 12	 86	 	 9	 86	 N/A	 129%	 100%	 100%	Contracts NISH - Boot Liners for the Military Mailing - Packaging Sewing Tool Bags Bank Bags Sale of Wood Items Lathe Survey Stakes Adult & Children's Picnic Tables Doll Furniture Cradles Rocking Horses Planters Signs Garbage Can Racks Benches Sale of Arts and Crafts Items Work Crews

1 Facility Name and Addresa (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/a Served	4 # Served Last Year Title			5 Daily Caseload Title			6 Daily Capacity Title			7 % of Utilization Title			8 Types of Contracts/ Subcontracts
			Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	
Dillon Special Resources (DSR) 135 East Helena Dillon, Montana 59725		Mentally Retarded		15			15			15			100%		

Supervisor (1)
Administrative Secretary (1)
Group Home Manager (1)
Trainers (5)
Semi-Independent Living Skills Trainer (1)
Weekend Relief Trainers (2)

Barrier Free

CARF 1987

EASTERN MONTANA INDUSTRIES

Box 759
Miles City, Montana 59301
(406) 232-3740

During the fifteenth (15th) year of its operation, this private, non-profit facility is offering the following services system:

WORK ACTIVITIES CENTER

The Work Activities Center provides a sheltered setting in which the severely disabled can receive vocational training and work experience. Clients receive training in basic work skills and in skills specific to the various production areas of the workshop. Although the primary training emphasis of the program is vocational, supplemental training is provided in the areas of Functional Academics and Independent Living Skills. Special Education Services are available to clients in the sixteen (16) to twenty-two (22) age range.

TRAINING CENTER

The Training Center is designed to teach prerequisite skills needed for entry into other areas of the Work Activities Center. A wide variety of training is available, including basic self-care skills, pre-vocational and basic vocational skills. Functional academic training is also a component of the Training Center.

The Training Center acts as an intake and orientation unit for the majority of new WAC clients. The Training Center also services as the base for staff development. New employees spend a week her going through the EMI Training Model.

WORK ADJUSTMENT TRAINING

Work Adjustment Training (WAT) focuses on the client's acquisition of Positive Worker Traits, such as: punctuality; attendance; good personal hygiene; cooperativeness; high quality and quantity of work, and positive work attitudes. This emphasis will help the client adapt to any work setting because these traits are common to all work environments. Additionally, WAT clients receive classroom training in Job Seeking Skills, and the World of Work. Adult BAsic Education and Drivers' Education are also available to clients in this program.

EASTERN MONTANA INDUSTRIES
(Continued)

Work Adjustment Training is a part of EMI's VECA Program (Vocational Evaluation, Career Awareness). VECA is not located within the main EMI facility, but is headquartered in a building convenient to the downtown area.

VOCATIONAL EVALUATION

This program is a Work Sample Evaluation System. This process assesses the client's productive potential through simulated work stations. Clients are exposed to a number of simulated job tasks they might encounter on a job, such as in reasoning, judgement, and overall organizational ability. The client is then rated on attitude, speech, quality, dependability and punctuality. An attempt is made to realistically assess the vocational potential of each client. This program remains mobile in order to serve a primarily rural population and covers an area encompassing over ninety thousand (90,000) square miles.

Vocational Evaluation is the other component of EMI's VECA Program.

TRANSPORTATION

Transportation Services are available to all individuals participating in any program at Eastern Montana Industries, for the purposes of, but not limited to, transportation to and from the facility, medical and dental appointments, and any ancillary services provided for in the resident community.

GROUP HOME

The four (4) group homes are a seven (7) day a week, full-time program. The trainers are involved in the training of clients in personal care skills, self-help skills, and community living skills. Training includes areas such as dressing, grooming, bathing, cooking, laundering, money management and recreation. The emphasis of the home is to individualize the program to aid the client in acquiring the skills necessary to become an active, integral member of a home living situation. Three (3) of the homes serve adult clients and one (1) of these homes is primarily designed for the physically handicapped. The fourth (4th) home, which is barrier free, is for children.

EASTERN MONTANA INDUSTRIES
(Continued)

INDEPENDENT LIVING

Independent Living Training is available to clients who are capable of living in the community with minimal guidance. They receive training designed to promote their independence in daily living skills such as cooking, hygiene, budgeting, and use of checking accounts. Sex education is also a component of Independent Living Training. Most clients in this program live in their own apartments and are visiting on an "as needed" basis by the trainer.

* * * * *

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served		4 # Served Last Year Title Rehab	XX	Other	5 Daily Caseload Title Rehab	XX	Other	6 Daily Capacity Title Rehab	XX	Other	7 % of Utilization Title Rehab	XX	Other	8 Types of Contracts/ Subcontracts
Eastern Montana Industries	Work Activities	Work Adjustment														Sales of Donated
805 South Haynes Avenue	*****	MR - DD	54													Items
Miles City, MT 59301	Extended Employment	CP - DD	2													*****
	*****	Epilepsy - DD	0													Manufacture of Cedar
Custer County	Vocational Evaluation	Other - DD	1													Products (Cedar
	*****	TOTAL	57	0	55	2		56			57			110%		Chests and Gun
Executive Director: Darvin Brockway		Extended Employment														Cabinets)
(406) 232-3740	Work Adjustment	Mentally Ill	2													*****
	*****	MR - Not DD	3													Refinishing Furniture
Sherman Weimer, Work Activities		TOTAL	5	5			4			5			80%			*****
Extended Employment (RCP)		Vocational Eval.														Manufacture of Mis-
Transportation		Epilepsy, DD	0													cellaneous Items
		Vis. Impaired	6													(Garbage Can Racks,
Sue Nielson, Vocational Evaluation (RCP)		Mentally Ill	0													Stakes, Salt
Work Adjustment (RCP)		MR - Not DD	2													Feeders, etc.)
		CP - Not DD	1													*****
Scott Scanlan, Group Homes		Epilepsy-Not DD	2													Auto Detailing
		MR - DD	6													*****
Administrative Staff (3)		Char/Pers Dis	8													Manufacture of Indust-
Training Supervisor II's (3)		Other Orth. or														rial Wipers
Group Home Managers (4)		medically Dis	40													*****
Group Home Trainers (8)		TOTAL	65	60		5	4			4			100%			Assembly of Pens &
Group Home Substitutes (4)		Work Adjustment														Patient Care Kits
Driver (1)		MR - Not DD	6													*****
Store Clerk (1)		Mentally Ill	1													
Work Adjustment Supervisors (2)		MR - DD	3													
Part-Time Group Home Trainers (4)		Char/Pers Dis	1													
Special Trainers (2)		Other	2													
		TOTAL	13	10		3	5			5			100%			
TOTAL EMPLOYEES - 43		TOTAL	136	11		1	5.3			5		Varies	106%			

Barrier Free
CARF 1987

FACILITY PLAN INVENTORY 85/86
RSD3/bb-11

MISSOULA OPPORTUNITY WORKSHOP

1005 Marshall Street
Missoula, Montana 59801
(406) 721-2930

Opportunity Workshop has existed in Missoula since its initial establishment in 1955. Through the years, the organization has evolved into the current non-profit corporation providing vocationally oriented training and employment services to approximately eight-five (85) to ninety (90) handicapped adults per day. The corporation is governed by a Board of Directors representing a variety of professions, businesses, industries, and interests in the local community and is dedicated to the provision of quality services.

STAFF

The twenty-six staff of Opportunity Workshop have experience and education in a variety of backgrounds with an emphasis on the use of a very systematic orientation to client training designed to accomplish clearly specified client goals and objectives within projected time frames.

GOALS

The organizational missions are:

1. To maximize the client's economic independence;
2. To maximize the client's (re)habilitation (their vocational and social independence;
3. To facilitate deinstitutionalization and prevent client return to the institution.

The three (3) program departments designed to collectively accomplish our mission are:

1. VOCATIONAL SERVICES CENTER GOAL: To place the client in either a competitive or semi-supervised employment situation.
2. SHELTERED EMPLOYMENT PROGRAM GOAL: To provide long-term work and work-related training services.
3. WORK ACTIVITY PROGRAM GOAL: To provide long-term work and/or activity training.

MISSOULA OPPORTUNITY WORKSHOP
(Continued)

SERVICES PROVIDED

Vocational Services Center

1. Work Adjustment Training
2. Extended Employment
3. Job Placement
4. Job Skill Training
5. Outreach/Independent Living Training
6. Referral Services

Sheltered Employment Program

1. Remunerative Work
2. Work Oriented Training
   a. Safety
   b. Work Performance Skills
   c. Specific Job Skills
3. Referral Services

Work Activity Program

1. Remunerative Work
2. Work Oriented Training
   a. Safety
   b. Work Performance Skills
   c. Specific Job Skills
3. Non-Work Oriented Training
   a. Communication
   b. Functional Academics
   c. Self-Help
   d. Pre-Vocational
   e. Community Living
4. Referral Services

* * * * *

1	2	3	4			5			6			7			8
Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	Type of Program and Services Provided	Disability Group/s Served	# Served Last Year Title Rehab	XX	Other	Daily Caseload Title Rehab	XX	Other	Daily Capacity Title Rehab	XX	Other	% of Utilization Title Rehab	XX	Other	Types of Contracts/ Subcontracts
Opportunity Workshop 1005 Marshall St. Missoula, MT 59801 406-721-2930	Work Activity	MR 78 CP 5 Epileptic 2		85			78			78			100		Janitorial/ Housecleaning Packaging/Assembly Cards Mailing Service
Missoula County Jim Atkins - Executive Director Greg Ragee - Program Manager, Work Activity Center Kathy Flynn - Program Manager, Vocational Services Ctr Pam Meismer - Marketing Manager Jane Bauer - Business Manager	Work Adjustment Placement/Outreach	MR 19 Physical 3 Brain Injury 2 Mental Disorder 3 Placement 18 MR 20 Epileptic 1 Brain Injury or Mental Disorder 3	29 18 28			3.9			6			65			Hospital Kits Pallets Stakes Wedges Shims Picnic tables & benches Blocking units Planters Picket Fence
Instructor/Supervisors (6) Production Assistants (2) Aides (8) Clerical/Support (3) Barrier Free CARF 1986	Extended Empiment.	MR 6 Epileptic 1 Mental Disorder 2	9			3			2			150			Furniture stripping sanding refinishing repair caning Food Service
		TOTAL 166	84	85		6.9	78		8	78		215	100		

NORTHERN ROCKY MOUNTAIN EASTER SEAL SOCIETY

4400 Central Avenue
Great Falls, Montana 59405
(406) 761-3680

The Easter Seal Adult Training Center is a training facility serving persons who are developmentally disabled (mentally retarded, epileptic, autistic and cerebral palsy), physically disabled, emotionally disabled, and vocationally disabled. The program is funded in part by a contract between the Easter Seal/Goodwill Industries of Montana, Inc., and the State of Montana Department of Social and Rehabilitation Services (SRS). Easter Seal/Goodwill Industries of Montana, Inc., is the program vendor with Adult Training being a Division of Easter Seal Goodwill's statewide services. Other funding is provided through Easter Seal/Goodwill contributed income, income generated in the Adult Training commercial area and other sources.

The Adult Training Center is responsible to the Easter Seal/Goodwill Industries Board of Directors and to the local Adult Training Advisory Board. The adult Training Center itself is administered by one (1) Director and forty-three (43) other staff, consisting of one (1) Program Director; one (1) Director of Manufacturing and Sales; two (2) Job Placement Specialists; five (5) Program Managers, six (6) Program Aides; one (1) Work Adjustment Supervisor; one (1) Evaluator; sixteen (16) Production Supervisors; two (2) Supplemental Services Trainers; one (1) Commercial Coordinator; one (1) Administrative Assistance; one (1) Chief Engineer; and one (1) Custodial Assistant. Other staff provided by the Easter Seal Society for use by the Adult Training Center are: one (1) Personnel Officer and one (1) Accountant.

PROGRAM AND PROGRESS REPORTS

The mission of the Adult Training Center is to provide pre-vocational training, life skills training, work activity, vocational assessment, work adjustment, extended employment, placement services and chronic pain management services to vocationally handicapped adults who are physically and/or mentally disabled in order to maximize the individual's vocational potential and earned income ability. Furthermore, the purpose is to maintain responsiveness to the current and future needs of handicapped individuals.

Referrals to the Adult Training Center may come through a variety of agencies, including: The Montana Department of SRS, School District and others. A community wide needs assessment team is responsible to finally determine the most appropriate program services for the client. A facility screening committee assists in initiating the services.

NORTHERN ROCKY MOUNTAIN EASTER SEAL SOCIETY
(Continued)

WORK ACTIVITY PROGRAM

The goal of the Work Activity Program is to provide extended training, pre-vocational and work oriented production training, and supportive services to vocationally handicapped adults who are physically and/or mentally disabled in order to maximize their earnings while in a sheltered or semi-sheltered environment and their capabilities to progress into a less restrictive training or employment environment.

As appropriate, clients are exposed to real work situations, with varying degrees of supervision, in order to provide training and specific work skills, work attitudes and behaviors appropriate to a work setting. Clients also participate in an individual supportive service program designed to remediate deficiencies in a wide range of work related skills such as money recognition and use, time-telling, hygiene and basic health, safety and job seeking skills.

VOCATIONAL SERVICES PROGRAM (CAREER DEVELOPMENT ASSOCIATES)

1. Evaluation and planning is designed to assist injured and handicapped workers and to develop appropriate vocational goals. Real and simulated work tasks and a variety of diagnostic assessments supplemented by medical, social, educational, vocational, and psychological data are utilized to assess specific and general skills and abilities, aptitudes and interests, personality and temperament, values and attitudes, motivations and needs, physical capacity and work tolerance, educatability and trainability, social skills, work habits and employability.

   A recent addition to evaluation services is Mobile Evaluation serving central Montana and the North Highline. Mobile Evaluation includes all of the above testing.

2. Work Adjustment Training is a short-term training program designed to increase physical and/or emotional tolerances for work pressure, build self-confidence, develop acceptable work habits and attitudes, provide work experience, work history, work records and teach job seeking skills. Assignment to a variety of work stations and individual counseling are utilized.

3. Extended Sheltered Employment provides employment in a sheltered environment to improve work tolerance, productivity and general quality of life.

NORTHERN ROCKY MOUNTAIN EASTER SEAL SOCIETY
(Continued)

4. Career Development and Placement provides job development services as well as counseling to develop an individualized placement plan, career exploration, placement support and follow-up services.

5. Chronic Pain Management Services. Outpatient, community-based services designed to help individuals gain control of pain and reduce dependence on medications.

* * * * *

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/a Served	4 # Served Last Year Title			5 Daily Caseload Title			6 Daily Capacity Title			7 % of Utilization Title			8 Types of Contracts/ Subcontracts
			Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	
Easter Seal Adult Training Center 4400 Central Avenue Great Falls, Montana 59405 (406) 761-3680 Cascade County Donna Grummer - Director of Programs Peggy Mathews - Vocational Services Director Program Directors (2) Director of Manufacturing & Sales (1) Commercial Coordinator (1) Health Education (1) Job Placement Specialist (2) Program Managers (4) Production Supervisors (16) Program Aides (6) Supplemental Svc Trainers (2) Chief Engineer (1) Custodial Assistant (1) Work Adjustment Supervisor (1) Evaluator (1) Barrier Free CARF 1989	CAREER DEVELOPMENT ASSOCIATES Work Adj. Trng Job Seeking Skills Training Career Development Job Placement & Follow-up Generic Work Exp. Vocational Eval. On-the-job Eval. Functional Academ. Referral to Other Community Svcs. Extnd. Employment Chronic Pain Management Svcs. WORK ACTIVITY/STP Pre-Voc Skills Trng Work Orientated Production Skills Training Referral to Other Internal Programs & Community Support Services Functional Academics Life Skills Training Transportation Camping	Cerebal Palsy-Not DD (3) MR - Not DD (27) Mentally Retarded-DD (108) Epileptic - Not DD (3) Epileptic DD (2) Mentally Ill (8) Deaf (6) Orth/Med Disabled (58) Char/Pers Disorder (14) Addictive Disorder (7) Lrning Disabled (7) Heart Disease (4) Other (63) TOTAL 341	192	118	31	17	112	0	20	112	0	85%	100%	0%	Woodworking-Industrial Manuf. Wooden Toy & Gift Manufacture Mailing Services Hospital Admission Kit Packaging Small Assembly Maintenance Off-site Janitorial Retail Worksite Used Clothing/Goods Processing Recycling
			192	118	31	17	112	0	20	112	0	85%	100%	0%	

1 Facility Name and Address (incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served	4 # Served Last Year Title			5 Daily Caseload Title			6 Daily Capacity Title			7 % of Utilization Title			8 Types of Contracts/ Subcontracts
			Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	
Easter Seal Adult Training Center	CAREER DEVELOPMENT ASSOCIATES														
4400 Central Avenue			192	118	31	17	112	0	20	112	0	85%	100%	0%	Woodworking-Indus-
Great Falls, Montana 59405	Work Adj. Trng	Cerebal Palsy-													trial Manuf.
(406) 761-3680	Job Seeking Skills	Not DD (3)													Wooden Toy & Gift
	Training	MR - Not DD (27)													Manufacture
Cascade County	Career Development	Mentally Retarded-													
	Job Placement &	DD (108)													Mailing Services
Donna Grummer - Director of Programs	Follow-up	Epileptic -													
	Generic Work Exp.	Not DD (3)													Hospital Admission
	Vocational Eval.	Epileptic DD (2)													Kit Packaging
	On-the-job Eval.	Mentally Ill (8)													
Peggy Mathews - Vocational Services	Functional Academ.	Deaf (6)													Small Assembly
Director	Referral to Other	Orth/Med													
	Community Svcs.	Disabled (58)													Maintenance
Program Directors (2)	Extnd. Employment	Char/Pera													
Director of Manufacturing & Sales (1)	Chronic Pain	Disorder (14)													Off-site Janitorial
Commercial Coordinator (1)	Management Svcs.	Addictive													
Health Education (1)		Disorder (7)													Retail Worksite
Job Placement Specialist (2)	WORK ACTIVITY/STP	Lrning Disabled (7)													
Program Managers (4)		Heart Disease (4)													Used Clothing/Goods
Production Supervisors (16)	Pre-Voc Skills Trng	Other (63)													Processing
Program Aides (6)	Work Orientated Pro-														
Supplemental Svc Trainers (2)	duction Skills														Recycling
Chief Engineer (1)	Training														
Custodial Assistant (1)	Referral to Other														
Work Adjustment Supervisor (1)	Internal Programs &														
Evaluator (1)	Community Support														
	Services														
	Functional Academics														
	Life Skills Training														
Barrier Free	Transportation														
	Camping														
CARF 1989		TOTAL 341	192	118	31	17	112	0	20	112	0	85%	100%	0%	

FACILITY PLAN INVENTORY 85/86
RSD3/bb-8

FLATHEAD INDUSTRIES FOR THE HANDICAPPED

305 Third Avenue East
Kalispell, Montana 59901
(406) 755-7656

Flathead Industries for the Handicapped (FIFTH) is a CARF accredited non-profit, community based program, whose purpose is to provide habilitation and rehabilitation services, including living skill and employment skill training, residential and supportive services to handicapped adults and children in order to enhance their integration into the community and to assist them in obtaining an earned income. It is governed by a volunteer Board of Directors, and is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).

Flathead Industries was incorporated in December, 1973, and at that time assumed form the Flathead Association for Retarded Citizens the responsibility of establishing community-based programs for the developmentally disabled in Flathead County. In May, 1974, a full-time Work Activity Program for Adults was established using recycling operations as a means of providing training and employment. In November, 1974, the Work Training Center was opened and began offering a wide range of training, recreation, social development and work experiences for the developmentally disabled. The FIFTH Thrift Store was opened in December, 1976, and offers sales of donated merchandise including clothing, furniture, appliances and other household items.

Over the years a variety of vocational and residential programs and services have been established in order to provide a comprehensive range of services to all handicapped individuals in the Flathead Valley. A mobile recycling unit was established to serve the communities of Whitefish and Columbia Falls. The semi-independent and independent living skills and programs were expanded in 1982 to include supervised housing and support services for handicapped adults residing within the community.

Vocational Training Programs and services presently offered include: Work Activity; Sheltered Employment; Vocational Evaluation; Work Adjustment Training; Extended Employment; Job Placement; Basic Skills Training; Semi-Independent Living Skills Training; Residential Services; Respite Care and Transportation. Services are made available through third-party sponsorship. Funds are presently made available for client services through the use of federal and state monies and contractual arrangements with the Developmental Disabilities and Rehabilitative/Visual Services Divisions of the Department of Social and Rehabilitation Services (SRS).

Flathead Industries is twenty-five percent (25%) self-supported by means of production income and community donations. Services and employment are provided to all handicapped individuals, without regard to race, color, creed, sex or handicapping condition.

Referrals are reviewed and acted upon by the Needs Assessment/Area Screening Committee which meets on a monthly basis. Individuals or families requesting services may do so through the DD Case Manager or local Rehabilitation Services Counselor.

* * * * *

1 Facility Name and Address (incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served	4 # Served Last Year Title Rehab	 Title XX	 Other	5 Daily Caseload Title Rehab	 Title XX	 Other	6 Daily Capacity Title Rehab	 Title XX	 Other	7 % of Utilization Title Rehab	 Title XX	 Other	8 Types of Contracts/ Subcontracts
Flathead Industries for the Handicapped	Pre. Voc. Prog.	22 Mental Retarded/ Not DD													
305 Third Avenue East	Work Activity Prog.														Subcontracts &
Kalispell, MT 59901 755-7656	Sheltered Emplymt	78 Mental Retarded/ DD	130	78	26	43	72	0	53	68	0	81%	106%	0	Packsging
	Thrift Store														Assembly
William J. Crivello - Executive Director	Recycling Ctr	1 Cerebral Palsy/DD													Collating & Stuffing
	Farm Project	5 Mentally Ill													Button Making
Contact Persons (RCPs):	Production Dept.	5 Char/Peraonaltyled Disorders													Rip & Clesn Cords
Jean Meyers - Assoc. Director	Rehabilitation Prog														Rag making
Peter Neuman - Production Dir.	Residential Program	113 Medically Disab													Labor crews
Finance Director (1)	4 Adult Group Home	1 Blind													Janitorial
Bookkeeper (1)	1 Children's Home	4 Visually Impaired													Christmas Wreath rings
Administrative Assistant (2)	1 Sponsored Adult Homes (priv. op)	5 Hard of Hearing													
Secretary/Recep. (2)	7 semi-ind. apt.														Woodworking
Business Manager (2)															Produce & distribu- tion sprouts
Production Supervisors (2)															
Production Aids (5)	SERVICES PROVIDED														Vegetable Gardening
Driver (1)	Work Adj. Trng														Manu. windchimes
Vocational Skills Instructors (5)	Voc. & Pre-voc Trng														Sale of Donated Items
Training Specialist (1)	Job Placement														
Marketing/Sales Mngr. (1)	Ind. Living														Recycling: Aluminum
Motor Skills Instructor (1)	Skills Training														Glass
Behavioral Skills Instr. (1)	Basic Ed. Skill Trng														Steel
Basic Skills Instr. (3)	Residential Svc/Trng														Paper
Vocational Evaluator (1)	Sex Education														
Work Adjustment Coord. (1)	Motor Skills Dev.														
Rehab Skills Train. (1)	Soc/Rec. Skill Trng														
Placement Specialist (1)	Community Mobility														
Voc. Eval Technician (1)	Job Seeking Skills														
Janitorial Aide (1)	Semi-Ind. Lvng Trng														
Semi-Independent Super. (1)	Outreach Training														
Semi-Independent Instr. (1)	Vocational Eval.														
Client Services Coord (Res) (1)	Extended Employ														
	Behav. Skills Trng.														

1	2	3	4			5			6			7			8
Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	Type of Program and Services Provided	Disability Group/s Served	# Served Last Year			Daily Caseload			Daily Capacity			% of Utilization			Types of Contracts/ Subcontracts
			Title			Title			Title			Title			
			Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	Rehab	XX	Other	

Group Home Manager (RES) (1)
DD Day Program Coord (1)
Farm Home Manager (1)
Maintenance Worker (Res) (1)
Croup Home Lead Trainers (4)
Group Home Trainers, Aides
& Relief (20)
Maintenance Worker (RES) (1)

Barrier Free

CARF 1985

HELENA INDUSTRIES, INC.

1325 Helena Avenue
Helena, Montana 59601
(406) 442-8632

Helena Industries, Inc., is located in Helena, Montana with its main offices at 1325 Helena Avenue. The main building houses Administrative Offices, the Vocational Evaluation Unit, Mailing Contracts Shop, Wood Products, and Needle Trades Manufacturing. The Wood Palletized Shipping Container Manufacturing Plant is located at 1820 Lyndale Avenue; and the Food Service Training Program at the Montana State Capitol Building and Mountain Bell State Headquarters' Building at 560 North Park in Helena. The facility is a private non-profit corporation governed by a volunteer Board of Directors.

The purpose of Helena Industries, as stated in the Agency's Articles of Incorporation, it to: "Provide work oriented, work rehabilitation facility with a controlled working environment and individual vocational goals which utilize work experience and related services for assisting handicapped persons to progress toward normal living and productive vocational status".

The following is a description of all program offerings at Helena Industries, Inc.:

VOCATIONAL EVALUATION

The purpose of the Vocational Evaluation Program is to assist vocationally disabled individuals develop realistic occupational goals based on their abilities and interests. The Evaluation and Career Development Center is located in a separate building, away from the other programs offered by the Agency, providing a quiet atmosphere for the individuals being tested. All tests are administered by qualified vocational evaluators who utilize the Phoenix Ability Survey System and Valpar Evaluation System, as well as a variety of work samples developed by the Evaluation staff. Psychological, interest inventories and personality assessments are also used as an intricate part of the vocational evaluation process.

The length of time a person spends being vocationally evaluated depends on their abilities, as well as the specific questions the referring counselor needs answered. The average length of time for a vocational evaluation is three (3) days.

WORK ADJUSTMENT TRAINING

The purpose of the Work Adjustment Training Program is to offer disabled adults intensive training in the development of behaviors and attitudes that

HELENA INDUSTRIES, INC.
(Continued)

are needed to succeed in competitive employment. Through the utilization of four (4) production and two (2) service areas, the Work Adjustment Training Counselor and Production Supervisors develop and implement individual programs for improving such things as stamina, work speed, attitudes towards work, grooming and punctuality.

The length of time a person spends in Work Adjustment Training ranges from one (1) to six (6) months, depending on the individual's needs. The average length of time an individual spends in the program is fifteen (15) weeks.

HOME PERSONAL ADJUSTMENT TRAINING

The purpose of the Home Personal Adjustment Training Program is to give disabled individuals the skills necessary to live independently in the community.

The program, which is an integral part of Work Adjustment Training, begins with a Home Personal Adjustment Training Evaluation. This evaluation is designed to assess the person's current independent living skill level and determine their ability to succeed in the program. The evaluation also determines the specific skill areas which will be emphasized during the training.

The Home Personal Adjustment Trainers find residential placements for program participants based on their functioning level and needs. The program includes training in such areas as development of social skills, personal hygiene, home management, leisure time activities, community resources, nutrition, meal preparation and budgeting. Training is accomplished through group sessions and home visitations by the trainers during evening hours.

The Home Personal Adjustment Training Evaluation is one (1) week in length and the time spent in the actual program is from one (1) to six (6) months depending on the individual's needs. The average length of time a person spends in the program is fifteen (15) weeks.

JOB PLACEMENT

The purpose of the Job Placement Program is to assist disabled individuals find and maintain competitive employment. The Job Placement Specialist conducts job readiness classes for individuals determined as ready for placement. Classes cover such areas as grooming, job interview skills and how to complete an employment application. When a person is referred for placement, one (1) or both of the following methods might be used to assist them is making the transition into competitive employment:

HELENA INDUSTRIES, INC.
(Continued)

- Work Experience (WE) is utilized for individuals who appear to be ready for employment but need to be evaluated in an actual community work environment. This temporary placement may or may not lead to permanent employment. The disabled person's wages are included as part of the fee charges for this service.

- On-the-Job Training (OJT) is utilized for individuals with the expectation that they will be hired by the business, state or federal agency where they are receiving their On-the-Job Training. The participating employer usually pays a percentage of the disabled person's OJT wages.

An important component of the Job Placement Program is follow-up. The Placement Specialist has extensive contact with the individuals placed to assure that they are given every opportunity to succeed on the job. If problems occur, trainers are provided by Helena Industries to assist the person and the employer.

VOCATIONAL REHABILITATION EXTENDED EMPLOYMENT

The purpose of the Vocational Rehabilitation Extended Employment Program is to provide work training to severely emotionally and physically disabled individuals, enabling them to achieve their maximum level of independence in vocational areas and to increase their skills and abilities in an extended employment setting. Individuals served by this program are those who are deemed ineligible for the Developmentally Disabled Extended Employment Program.

Persons served by this program are those requiring more than six (6) months of Work Adjustment Training. The ultimate objective of the Extended Employment Program is to aid the disabled individual in acquiring those skills which would make them competitively employable.

Individuals participating in Extended Employment remain in the program until such a time as they can emotionally and physically handle the demands of competitive employment. When this occurs, they are referred to Work Adjustment Training or Job Placement.

DEVELOPMENTALLY DISABLED EXTENDED EMPLOYMENT

The purpose of the Developmentally Disabled Extended Program is to provide work training and other supportive services to developmentally disabled clients, enabling them to achieve their maximum level of independence in social and vocational areas, to increase their earnings in sheltered employment and to prepare them for possible competitive employment.

HELENA INDUSTRIES, INC.
(Continued)

Developmentally disabled persons are defined as being either epileptic, mentally retarded, cerebral palsied, or any other nervous disorder that has to be treated like the above. The disorder must occur before the age of eighteen (18).

The program emphasis is on counseling, the development of acceptable behaviors and work attitudes. Experiences are spread out over a longer period of time, but are still aimed at aiding the client in acquiring those skills necessary for competitive employment.

While in DD Extended Employment, clients receive concentrated assistance in dealing with pressure and stress situations which interfere with their daily functioning on a work and social level.

Persons participating in the DD Extended Employment Program remain in the program until such a time as they can emotionally and physically handle the rigors of competitive employment. When this occurs, they are transferred to Work Adjustment Training for placement in the community.

In order to assist the individual in the DD Extended Employment Program to reach their vocational goal, formal individual program plans outlining specific objectives are developed and utilized.

BASIC EDUCATION AND SKILL TRAINING (BEST)

The purpose of the Basic Education and Skill Training Program is to increase the skill level of individuals in the Extended Employment Programs and make it possible for them to succeed in the production area they are assigned to. The program utilizes detailed individual programming specifically designed to assist the participants become more productive extended production employees.

All individual programs are of a vocational nature and tasks the participants perform closely resemble work that is done in the production areas. Other activities include instruction in such areas as personal grooming and hygiene, development of appropriate work behaviors and speech and occupational therapy.

VOCATIONAL PLACEMENT AND JOB TRAINING

The purpose of Vocational Placement and Job Training is to place developmentally disabled clients on competitive jobs in the community and provide supportive services as long as necessary to allow the client to succeed on the job. Supportive services are provided by a Job Coach Trainer and include direct training on the job and sufficient follow-along on a regular and on-call basis for as long as needed to the client and employer.

HELENA INDUSTRIES, INC.
(Continued)

Other supportive services include coordinating services in the community, providing transportation, arranging for job modification and adaptive equipment and assisting the client arrange his/her schedule so there is opportunity for socialization with peers and friends.

SUPPORTIVE PROGRAM SERVICES

Helena Industries utilizes support services within the community to provide such services as psychological testing, audiological testing, speech therapy, physical therapy and nursing services. In addition, staff members at Helena Industries teach classes in such areas as assertiveness training, use of measuring devices, basic mathematics, grooming and personal hygiene and meal preparation.

CONTRACTS AND MANUFACTURING

Helena Industries' sub-contracts, prime manufacturing and service contracts provide a work base for the handicapped adults which enable staff to measure their performance against industrial standards. Utilizing modern production equipment and methods, a variety of work is available, thus appealing to handicapped individuals with a wide range of capabilities. The emphasis in all Helena Industries' production areas is on productivity and quality of work.

* * * * *

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served	4 # Served Last Year Title Rehab	XX	Other	5 Daily Caseload Title Rehab	XX	Other	6 Daily Capacity Title Rehab	XX	Other	7 % of Utilization Title Rehab	XX	Other	8 Types of Contracts/ Subcontracts
Helena Industries, Inc. 1325 Helena Avenue Helena, MT 59601 (406) 442-8632 Lewis & Clark County W. Michael Bullock - President Bill Roberts - Vice President Mfg. Dawn DeWolf - Director Programs/Evalu. David Gilbertson - Dir. Finance & Budget Production Supervisors (7) Production Foreman (1) Plant Managers (2) Vocational Counselors (3) Educational Counselor (1) Placement Specialist (1) Vocational Evaluator (2) Program Technician (1) Janitorial Training Instructor (1) Outreach Trainer (1) Outreach Trainer Aide (1) Vocational Counselor Aide - DD (2) Clerical (2) Bookkeepers (2) Food Service Training Supr. (1) Job Coach Trainer (1) Barrier Free CARF 1989	Sheltered Workshop Vocational Eval. Career Counseling Voc. Counseling Work Adjustment Training Home Personal Adjustment Trng Work Activity Job Placement On-the-Job Training Work Experience Placement, Home Personal Admustment Training Shoe Repair Training Upholatery Extended Employment Basic Education & Skill Training Home Personal Adjustment Training Food Service Training	Mentally Retarded Mentally Ill Deaf L. Disabled Cerebral Palsy Blind Epileptic Addictive/Char. Disorders Orthopedic Dis. & Medical Dis. Job Placemnt Prog Work Experience* Shoe Repair Trainee Food Service Trainee TOTAL 248	14 13 1 3 2 1 18 68 48** 4 3 146	60 4 1 3 69	4 1 1 25 2 33	26 26	65 65	4 4	28 28	65 65	4 4	108% 108%	100% 100%	100% 100%	Small Contracts Bulk Mailings, Packaging, Small Assembly Occup. Light Mfg. Woodshop Pallets, Hubs, Lath, stakes, Picnic Tbls, Trailer Steps, Miner Wedges, Bridging, Misc. Wood Manufact. Steel Office Furniture Reconditioning. Pickup Toppers Box Plant Manuf. Large Plywood Shipping Containers Needle Trades Manufacture of Knapsacks, Forest Svc Fire Fighters, General Canvas Repair Forest Svc Field Note Cases, Cold Cache Coolers, Xix Pac Belts, Personal Gun Bag, Wind Socks

* 2 Already Counted Elsewhere
** 27 Already Counted Elsewhere

MISSOULA COMMUNITY HOSPITAL REHABILITATION CENTER

2827 Fort Missoula Road
Missoula, Montana 59801
(406) 728-4100

Missoula Community Hospital Rehabilitation Center provides comprehensive rehabilitation services that meet current professional standards for the purpose of restoring and maximizing the person's ability to function physically, mentally, emotionally, and vocationally, while maintaining self-respect, dignity and family integrity.

Under the direction of the psychiatrist, a physician who specializes in Physical Rehabilitation Medicine, an interdisciplinary team approach is employed to provide diagnostic, therapeutic, educational and support services. Team members may include physical therapists, occupational therapists, speech and hearing therapists, psychologists, rehabilitation nurses, nutrition services, medical social workers, therapeutic recreational therapists and staff from Summit Independent Living Center, vocational services and home health.

The Center is fully accredited by the Commission on Accreditation for Rehabilitation Facilities and the Joint Commission on Accreditation of hospitals.

Services are not denied for reason of age, sex, race, nationality, creed or inability to pay. Implementation of a treatment plan depends upon the following:

1. Disability and/or handicapping condition;
2. Adequate medical information;
3. Completion of appropriate evaluation;
4. Demonstration of potential or ability to participate in and exhibit measurable progress form a Center Program.

Typical patients include those who have been disabled from spinal cord injury, brain injury, cerebral vascular accident, cerebral palsy, multiple sclerosis, muscular dystrophy, arthritis, major multiple trauma, fractured femur, amputations and other neuromuscular disorders.

The Missoula Community Hospital Rehabilitation Center is funded by fee-for-service, memorials, donations and grants.

MISSOULA COMMUNITY HOSPITAL REHABILITATION CENTER
(Continued)

CVA/SPINAL INJURY/BRAIN INJURY

Specifically designed to address the needs of individuals who have incurred injury to the brain or spinal cord, each program provides comprehensive evaluations, therapeutic treatments and supportive services and follow-up to maximize independent functioning and aid the person and their families to reintegrate into their community.

TREATMENT ORIENTED PAIN PROGRAM

The Treatment Oriented Pain Program is a four (4) to eight (8) week in-patient program aimed at retraining patients and their families in the more effective management of chronic pain and its related problems. The central goal is to foster less disabled life styles for the individuals involved. The inter-disciplinary rehabilitation treatment team includes: physicians; psychologists; social workers; nurses; dieticians; physical/occupational/recreational therapists; and vocational evaluation specialists.

ADDITIONAL SERVICES AVAILABLE

HOME HEALTH

Home Health Services are now provided by Mountain West Home Health, Inc.

INDEPENDENT LIVING

Summit coordinates evaluation, training and resource referral efforts related to increasing skill levels in independent living. Specific services available include assessment and training in daily living skills, psychological assessment and counseling, and referral to residence and transportation services.

CASE MANAGEMENT SERVICES FOR THE PHYSICALLY DISABLED

This service is funded under the Home and Community Services Program of the Department of Social and Rehabilitation Services. It provides management of clients who are physically disabled and Medicaid recipients.

MISSOULA COMMUNITY HOSPITAL REHABILITATION CENTER
(Continued)

VOCATIONAL SERVICES

Assessments of vocational aptitudes and development of feasible plans are provided through individualized evaluations, which may utilize psychometric testing, work samples and/or job site experience. Vocational counseling and opportunities for career exploration are components of each assessment. Job placement activities may encompass interviews, assistance with resume development, job seekers support group, development of on-the-job training sites and direct job placement. Job analysis and consultation are also available.

WORK CAPACITY EVALUATION/WORK HARDENING PROGRAM

(Information from Enclosure A)

DRIVER'S TRAINING PROGRAM

Occupational therapy staff, certified in evaluation and training handicapped individuals in driving skills, coordinate this program. Testing includes assessment of visual-spatial abilities, functional skill levels and recommendations of adaptive equipment necessary.

COGNITIVE REMEDIATION CLINIC

This Clinic is designed to meet the special needs of a growing traumatically brain injured population. The Clinic provides consultation, evaluation, and cognitive remediation treatment for a select population of head injured persons with the aim of maximizing their functioning in family, community and vocational rules and thereby minimize the need for institutionalization.

CLINICS AVAILABLE

Amputee
Myelodyplasia
Muscular Dystrophy
Pediatric Cardiology
Diagnostic Pain Clinic
Genetics Clinic
Multiple Sclerosis Clinic

* * * * *

RSD3/b

WORK CAPACITY EVALUATION / WORK HARDENING PROGRAM

Individuals who have experienced injury or illness resulting in long term inactivity frequently have a decrease in physical skills and general endurance. The Work Program facilitates an efficient yet safer return to the labor market by first assessing physical capacity (tolerance) levels then, when warranted, gradually increasing physical demands required of the individual as he/she performs work tasks simulating the day-long demands of proposed occupations. Staff include occupational therapists, physical therapists, vocational counselors and placement specialists with medical advice provided by a physiatrist. As possible and as needed, as improvement is made attempts will be made to coordinate work experience at community sites. Body mechanics training, equipment adaptations and follow along assistance are important components of the program along with the individualized program to increase physical functioning to meet or match job demands.

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/s Served	4 # Served Last Year STATISTICS REPORTED FOR ONLY VOCATIONAL SERVICES PROGRAM Title Rehab	XX	Other	5 Daily Caseload Title Rehab	XX	Other	6 Daily Capacity Title Rehab	XX	Other	7 % of Utilization Title Rehab	XX	Other	8 Types of Contracts/ Subcontracts
Missoula Community Hospital Rehabilitation Center 2827 Fort Missoula Road Missoula, MT 59801	Services Physical Therapy Occupational Therap Speech Therapy Audiological	Orthopedically Disabled Multiple Sclerosis Cerebral Palsy Stroke - CVA													
Missoula County Grant Winn-Executive Director 728-4100 Charles M. Page, Ph.D., Director Rehabilitation Services Mike Mayer - Summit Independent Living 728-1630 Janet Van Dyke - Vocational Services 728-0820	Hearing Aid Fitting and Evaluation Psychological Testing & Counsel Med Eval & Treatment (Hsptl Rehab Unit) Therapeutic Rec. Rehab Nursing	Brain Injury Quadraplegia Paraplegia Arthritis Amputees Low Back	RSD Other Job Site Placement	163 36 22 85					14/mo		6/mo	RSD Other	97% 50%		Fee for Service Placement Contract
Dallas Rychener, Exec. Dir. 728-8848 Mountain West Home Health, Inc. Rehabilitation Staff Rehabilitation Nurses (Inpatient) (25.68) Physiatrists (4) Orthopedist (1) Clinical Psychologists (4) Physical Therapists (14) Physical Therapy Technicians (7) Physical Therapy Aides (0) Occupational Therapists (9) Occupational Therapy Aide (1) Speech Therapists (4.51) Audiologist (1.16) Recreational Therapist (2.80)	CVA Brain Injury Spinal Cord Driver's Training Sexuality Independent Living Vocational Services Work Hardening Prog Treatment Oriented Pain Program Cogn. Remediation Clinics Amputeenic Disgnostic Pain Cli Muscular Dystrophy Pediatric Cardiolgy Myiodysplasia Genetics Multiple Sclerosis	Muscular Dystrophy TOTAL 290	184		106			14/mo		6/mo	100%		92%	

1 Facility Name and Address (Incl. County) Director and Phone No. Referral Contact Person (RCP) Staff Barrier Free? Accreditation Status - Expiration Date	2 Type of Program and Services Provided	3 Disability Group/a Served	4 # Served Last Year Title Rehab XX Other	5 Daily Caseload Title Rehab XX Other	6 Daily Capacity Title Rehab XX Other	7 % of Utilization Title Rehab XX Other	8 Types of Contracts/ Subcontracts

Rehabilitation Staff (Continued)

Rehabilitation Social Worker (1.5)
Vocational Evaluators (3)
Vocational Evaluation Technician (1)
Placement Specialist (1)

Barrier Free

CARF Accredited 1987 expiration
JCAH Accredited 1985

Sub-Chapter 9

Standards For Facilities and Providers of Services

46.6.901 GENERAL PURPOSES OF STANDARDS FOR VENDORS

(1) It is the policy of the department to use, whenever feasible, facilities which are accredited or approved by an appropriate public authority or professional organization. Where this is not possible, the facilities selected, whether public or private, are those that appear upon investigation to be the best adapted to render the specific services required. Facilities will be chosen based upon the professional and technical qualifications of personnel, adequacy of equipment, and scope and quality of services rendered. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.902 DEFINITIONS IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-102 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.903 REHABILITATION FACILITIES STANDARDS

(1) Services will not be purchased for clients by the department from a rehabilitation facility until certification or provisional certification is attained from the department by that facility.

(2) The department will accept as its standards for vocational rehabilitation facilities the standards of the commission of accreditation of rehabilitation facilities (CARF) or for those facilities serving blind persons the standards of the national accrediting council (NAC) or of CARF. These standards will be applied to any rehabilitation facility where the department provides funding or purchases services or where the department has formal cooperative agreements.

(3) If certification is denied, the facility will be notified of the reasons for such decision thirty (30) days in advance of the date on which no more services will be purchased or grants awarded by the department.

(4) Facilities accredited by CARF or NAC will be adjudged to be certified.

(5) Duration of certification.

(a) The department will provide full certification upon receipt from the facility of records and reports attesting to its CARF or NAC accreditation. The tenure of the certification by the department shall be one year. The department may provide for provisional certification of a facility as provided for in subsection (7).

(b) The department, upon being apprised of any source of material change in the facility's functioning in terms of the standards or in terms of the failure of the facility to provide such records and reports as requested by the department, may review the facility's certification and may modify its certification decision. At the discretion of the department, such review may include an onsite visit.

(6) Provisional certification:

(a) The department may in its discretion provisionally certify a new facility during the first 6 months of its operation. At the termination of the tenure of provisional certification, the facility must meet the requirements for full certification. Findings of the department's facility staff will be summarized in a written report to the facility. If non-certification is the result of the site survey, another survey can be requested on a date six months subsequent to the date of the prior survey.

(b) The department may in its discretion provide an existing facility with a provisional six (6) month certification if that facility fails to meet CARF or NAC accreditation. No facility will be utilized beyond the six (6) month provisional certification unless CARF or NAC accreditation is received and the facility certified. The department may extend provisional certification where the lack of CARF or NAC accreditation is due to the failure of CARF or NAC to act.

(c) In order for a facility to receive provisional certification, the department must be provided with records, reports, and documents attesting to the facility's level of compliance with CARF or NAC standards. Evidence must be shown of the ability to meet CARF or NAC compliance within a 6 month period.

(7) CARF or NAC accreditation need not be required as the applicable standards for those types of facilities listed in ARM 46.6.908 or in ARM 46.9.907. For facilities or services not listed in ARM 46.6.908 or ARM 46.6.907 and not typically subject to CARF or NAC accreditation, the department will approve their utilization by clients if the facility or service is licensed by the department or other state agency, and such licensing is determined by the department to provide adequate standards.

(8) Out-of-state-facilities: Only those out-of-state rehabilitation facilities accredited by CARF or NAC will be utilized by the department. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 6/4/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.904 TUTORIAL TRAINING (1) The standards for selection of tutors will be based upon adequate training and experience in the field in which the instruction is to be given. Such standards will be, as far as possible, in conformity with standards of certification set by the state board of education for instructors in the regular fields of education or vocational education. (History: Sec. 53-7-102 MCA; IMP, Sec. 53-7-102 MCA; NEW, Eff. 1/3/77.)

46.6.905 ON-THE-JOB TRAINING (1) The standards for selection of facilities for on-the-job training are based primarily upon the ability of the facility to provide instructional service by an individual who has trade competency and experience in training workers in the operations to be performed. Other factors are adequate equipment and instructional material, provision for a plan of graduated progress in the job to be learned, and an efficiently organized instructional schedule. (History: Sec. 53-7-102 MCA; IMP, Sec. 53-7-102 MCA; NEW, Eff. 1/3/77.)

46.6.906 ENFORCEMENT OF STANDARDS (1) The department periodically will evaluate the quality of services provided to department clients by rehabilitation facilities. This will be accomplished through personal visitations by representatives of the department, by written reports, by consultation with official accrediting agencies, and through other effective means. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.907 STANDARDS FOR SPECIFIC TYPES OF PROVIDERS (1) The department for the purposes of providing vocational rehabilitation services will insure that appropriate licensing and service standards are met by providers.

(a) Medical diagnosis and medical treatment may be provided only by physicians licensed to practice medicine and surgery and otherwise qualified by training and experience to perform the specific services required.

(b) Physical or occupational therapy may be provided only by therapists who are registered or have graduated from a school for the training of therapists generally accepted by the profession, and who are licensed by the state.

(c) Nursing services may be provided only by registered nurses or persons who are eligible to be registered.

(d) Dental diagnosis and dental treatment may be provided only by dentists who are licensed to practice dental surgery, and otherwise qualified by training and experience to perform the specific dental service required.

(e) Optometry services may be provided only by licensed optometrists.

(f) Osteopathic services may be provided only by medically licensed osteopaths.

(g) Prosthetic services may be provided by prosthetists certified by the American board for certification of the prosthetic and orthopedic appliance industry, inc. In the event there are not prosthetists available who meet such standards, the department will utilize the services of those prosthetists who are acceptable to other public and private agencies.

(h) Speech and hearing services may be provided only by therapists certified by the American speech and hearing association as clinical competent and/or who are licensed by the state of Montana.

(i) Psychological services may be provided only by psychologists who are licensed to practice psychology in Montana or employed as a psychologist for an institution, academic institution, governmental agency or research laboratory provided these persons are performing the duties for which they were employed by these organizations.

(2) The department will determine which of the medical services required are specialty services. Medical services determined to be specialty services will be rendered only by physicians found by the department to be specialists qualified to perform the particular specialty service required. In providing specialty medical service, the department will use medical specialists who hold certificates of the American medical specialty board, where such boards have been established, or physicians who have established eligibility to examination by such boards; or, when no physicians are available in one of these fields who meet either of the above standards, other qualified physicians, approved by the department's medical consultant, are used.

(3) The department has established and will maintain standards for selection of training personnel who are qualified to conduct and carry out satisfactory instructional services as relates to the specific training needed. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.908 STANDARDS FOR MEDICAL AND SCHOOL FACILITIES

(1) Medical and academic services may be provided to clients only in facilities which meet the following standards:

(a) Hospitals approved by the joint commission on accreditation of hospitals, having more than 100 beds, well-developed surgical and specialty services, medical social services, and therapy departments. Preference will be given to hospitals affording residence training in the specialty in which treatment is sought. In the event that it is neither feasible nor economical in individual cases to use such a

hospital, other hospitals may be used if equipped to give quality service as needed, and if approved by the department's medical consultant.

(b) Clinics operated by a state agency or licensed by the state.

(c) Schools, colleges, or training institutions fully accredited by the official accrediting agency within the state wherein the facility is located. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, 1984 MAR, p. 511, Eff. 3/30/84.)

Sub-Chapter 10

Rates of Payment

46.6.1001 ESTABLISHMENT OF RATES OF PAYMENT IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-102 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1002 RATES OF PAYMENT OF SPECIFIC TYPES OF SERVICES IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-102 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1003 HOSPITALIZATION IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-102 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

Sub-Chapter 11

Confidential Information

46.6.1101 CONFIDENTIAL INFORMATION (1) The confidentiality of client information will be assured in accordance with federal and state statutes and rules and with departmental policy. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

Sub-Chapter 12

Administrative Review of Agency Action
and Fair Hearing

46.6.1201 HEARINGS ON APPLICANT'S APPEALS (1) An applicant for, or recipient of, vocational rehabilitation services who is dissatisfied with any department action with regard to the furnishing or denial of services, will be advised of his right to file a request for an administrative review of that action and right to a fair hearing if he is dissatisfied with the outcome of the administrative review. The administrative review shall be conducted by the administrator of vocational rehabilitative services or designee.

(2) The fair hearing shall be conducted in accordance with the fair hearing rules of the department as provided for in ARM 46.2.201 through 46.2.214. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

NEXT PAGE IS 46-429

Sub-Chapter 13

Extended Employment Program

46.6.1301 DEFINITIONS IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1302 OBJECTIVES OF THE NONVOCATIONAL EXTENDED EMPLOYMENT PROGRAM (1) The objectives of the nonvocational extended employment program are:

(a) to facilitate the development of appropriate employment positions in community-based facilities to be utilized by persons determined by the department to be in need of nonvocational extended employment;

(b) to encourage community placement of currently institutionalized persons by developing community-based, nonvocational extended employment positions;

(c) to provide opportunities for severely handicapped persons who cannot be readily absorbed in the competitive market to participate in nonvocational extended employment programs in Montana.

(2) The nonvocational extended employment program though administered by vocational rehabilitation services is not a vocational rehabilitation program. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1303 FUNCTIONS OF COMMUNITY SERVICES DIVISION IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1304 RESPONSIBILITIES FOR THE NONVOCATIONAL EXTENDED EMPLOYMENT PROGRAM FUNCTIONS (1) Vocational rehabilitation services is administratively responsible for:

(a) administration of the nonvocational extended employment program including:

(i) allocation of monies to sheltered workshops and work activity centers;

(ii) payment of monies to sheltered workshops and work activity centers;

(iii) evaluation of the results of the payments in relation to program goals.

(b) assuring that all clients referred for extended employment are evaluated and a determination is made as to whether they are appropriate for placement in extended employment;

(c) referring appropriate clients to certified sheltered workshops and work activity centers;

(d) assisting in periodically re-evaluating clients who have been terminated from extended employment to assess their ability to profit from the vocational rehabilitation program, and to open such cases as may be able to benefit;

(2) Supportive services required by persons in the extended employment program will be arranged by the designated representatives of the community services and developmental disabilities divisions. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1305 EXTENDED EMPLOYMENT COMMITTEES (1) A multi-agency committee shall be established at each sheltered workshop and work activity center participating in the nonvocational extended employment program. Each committee shall have representatives from the facility, the community services division, vocational rehabilitative services, and the developmental disabilities division. The rehabilitative facilities specialist shall be an ad hoc member of the committee.

(2) The purposes of the nonvocational extended employment committees are:

(a) to screen referrals for appropriateness of certification to the extended employment program. The rehabilitative facilities specialist should be consulted if there is any question as to appropriateness of a given facility for a given client;

(b) to certify handicapped persons for an extended employment slot, in a particular sheltered workshop or work activity center;

(c) to identify client goals. The client should be involved actively in this process. A written plan should be developed for each client and must be a part of the facility file, social service file, and the vocational rehabilitative services file;

(d) to monitor, coordinate, or provide services to extended employment clients;

(i) The assigned social service worker will provide casework and supportive services.

(ii) The vocational rehabilitation counselor will periodically ascertain client readiness for vocational rehabilitation programs.

(iii) The facility member will represent all facility functions.

(iv) The training and contract manager of the developmental disabilities division will arrange for appropriate developmental disability services.

(e) to de-certify clients:

(i) when the absences of a client are too frequent for one to be gaining from the extended employment experiences;

(ii) when a client is deceased;

(iii) when a client moves from the area;

(iv) when a client desires to leave that program; or

(v) when a client reaches a level of productivity at which he is no longer eligible for the program.

(f) to determine when and how long slots should be held open for an absent client; and

(g) to assess at least every six months the status of the client enrolled in extended employment slots to determine their progress, develop new goals, and otherwise review the written plan. The assessment will be in writing with copies in the facility files and in the appropriate department case records. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1306 FACILITY REQUIREMENTS FOR THE NONVOCATIONAL EXTENDED EMPLOYMENT PROGRAM (1) A nonvocational extended employment slot which remains vacant for a period of 60 days will, at the discretion of the department, be subject to removal from the facility's slot allocation.

(2) A facility which is unable to provide consistent services, minimally six hours per day five days per week, to extended employment clients is subject to a reduction of the facilities slot allocation at the discretion of the department.

(3) Should the services of a facility which provides extended employment services fall below minimum standards, the department will notify the facility in writing of the deficiencies and state a specific period of time not to exceed six (6) months for corrective actions. Should corrective measures not be made, the facility will lose all allocated slots of the extended employment program.

(4) Facilities are required to notify the department when a client has been absent from a program for three consecutive work days. The facility is responsible for informing the department of the reason for the absence. Department personnel have the authority to excuse or not excuse the absences. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1307 APPOINTMENT OF EXTENDED EMPLOYMENT COMMITTEE IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1308 ORGANIZATION OF COMMITTEE IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1309 DETERMINING ELIGIBILITY FOR NONVOCATIONAL EXTENDED SLOTS (1) The nonvocational extended employment committee shall develop and maintain a prioritized waiting list from which candidates shall be drawn when vacancies occur; such prioritized list shall be developed along the lines of the criteria described in subsection (3).

(2) All referrals must have undergone a comprehensive work evaluation by vocational rehabilitation services.

(3) Criteria for determining those persons to be certified into the nonvocational extended employment program shall be as follows:

(a) A person in order to receive consideration for certification into the program must be severely handicapped.

(b) Priority should be given to those referrals who have been institutionalized in state institutions and who have been rehabilitated to the point of readiness for nonvocational extended employment. Lower priority shall be given to those referrals who have not been institutionalized but who are adjudged to be candidates for institutionalization if not provided extended employment.

(c) Priority shall be given to "obviously low" producers as compared with those who are only "marginally" productive. "Obviously low" producers are identified as being up to 50 percent productive when compared with normal non-handicapped workers. "Marginal" producers range between 50-75 percent productivity and are to be paid that percentage of the prevailing wage. Workers classified as over 75 percent will generally not be certified for the nonvocational extended employment program as they are productive enough to contribute their share of the overhead and they are approaching the point of readiness for competitive employment.

(i) Productivity level will be determined in the evaluation process.

(d) the vocational rehabilitation program must be the first source of training opportunities to be considered for any person, age 16 or over, whose condition of physical, mental or emotional health substantially prevent him from holding regular employment.

(i) Emotional problems include the standard psychiatric classifications of psychoneuroses or psychosis. To qualify in these categories there must be substantial evidence that the maladaptive behavior has been of sufficiently long duration to constitute a pattern of behavior and is not merely a situational reaction to crisis. There must also be supporting evidence to indicate that the behavior has substantially prevented the person from holding regular employment.

(e) Those persons eligible for services for developmentally disabled persons provided by the department must fully utilize those services before they may be considered for eligibility for extended employment services.

(4) Whenever the extended employment committee is unable to arrive at a decision concerning certification, the committee will submit the matter to the division administrator with relevant materials for a final decision. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1310 PRIORITIES IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-203 MCA; NEW, Eff. 1/3/77; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

46.6.1311 FINANCIAL NEED REQUIREMENT IS HEREBY REPEALED (History: Sec. 53-7-102 and 53-7-203 MCA; IMP, Sec. 53-7-203 MCA; NEW, 1980 MAR p. 594, Eff. 2/15/80; REP, 1984 MAR, p. 511, Eff. 3/30/84.)

Sub-Chapter 14

Kidney Dialysis - Transplant Program

46.6.1401 PROGRAM FOR NON-VOCATIONAL REHABILITATION CLIENTS SUFFERING FROM CHRONIC END STAGE RENAL DISEASE IS HEREBY REPEALED (History: Sec. 53-2-201 MCA; IMP, Sec. 53-6-202 MCA; NEW, Eff. 1/3/77; AMD, 1980 MAR p.593, Eff. 2/15/80; REP, 1983 MAR, p. 503, Eff. 5/13/83.)

Sub-Chapters 15 through 24 reserved

ATTACHMENT C

THE REHABILITATIVE AND VISUAL SERVICES DIVISIONS DO NOT HAVE THE NEED OF THE RESOURCES TO SUPPORT, (EITHER DIRECTLY VIA GRANTS OR INDIRECTLY THROUGH THE PURCHASE OF SERVICES LISTED BELOW) OTHER THAN THE FOLLOWING EIGHT REHABILITATION FACILITIES AT THE FOLLOWING ADDRESSES.

BILLINGS WORKSHOP
200 SO 24TH
BILLINGS MT 59101
PHONE 248-9115
SERVICES PURCHASED: VE,WAT,VR-EE

EASTERN MONTANA INDUSTRIES
BOX 636
MILES CITY MT 59301
PHONE: 232-3740
SERVICES PURCHASED: VE, WAT, VR-EE

HELENA INDUSTRIES
1325 HELENA AVENUE
HELENA MT 59601
PHONE: 442-8632
SERVICES PURCHASED: VE, WAT, VR-EE

EASTER SEAL ADULT TRAINING CENTER
4400 CENTRAL AVENUE
GREAT FALLS MT 59401
PHONE: 727-3151
SERVICES PURCHASED: VE, WAT, VR-EE

BUTTE WORKSHOP
207 SOUTH MONTANA
BUTTE MT 59701
PHONE: 723-6501
SERVICES PURCHASED: VE, WAT, VR-EE

MISSOULA OPPORTUNITY WORKSHOP
1005 MARSHALL
MISSOULA MT 59801
PHONE: 543-3596
SERVICES PURCHASED: WAT, VR-EE

FLATHEAD INDUSTRIES
305 THIRD AVE EAST
KALISPELL MT 59901
PHONE: 755-7676
SERVICES PURCHASED: VE, WAT, VR-EE

MISSOULA REHABILITATION CENTER
EVALUATION UNIT
PROFESSIONAL VILLAGE
515 KENSINGTON 2A
MISSOULA MT 59801
PHONE: 728-0820
SERVICES PURCHASED: VE

THIS POLICY DEALS ONLY WITH THE TREEE (3) SERVICES OF VE (VOCATIONAL EVALUATION), WAT (WORK ADJUSTMENT TRAINING) AND VR-EE (VOCATIONAL REHABILITATION EXTENDED EMPLOYMENT)

ATTACHMENT D

Sub-Chapter 6

Establishment of Rehabilitation Facilities

46.6.601 LEGAL AUTHORITY (1) At this time the department neither owns nor operates its own rehabilitation facility, nor does it plan to. It does, however, contract with other facilities for services and it does make some of its funds available to public or other nonprofit agencies for

46.6.606 CONTROL OF EXPENDITURES (1) Where assistance is given to a public or a private nonprofit entity for the establishment of a rehabilitation facility, the department will exercise controls to see that funds are expended for the purposes intended. The facility will be supervised, including records, accounts and expenditures, through the use of reports, on-site visitations and other inspections by department representatives.

(2) Where financial assistance is given to a public or a private nonprofit entity for the establishment of a facility, funds will be expended by that entity in accordance with procedures and standards equivalent to those applicable to the department in making direct expenditures for similar purposes.

(3) The department will supervise all grants to ensure that grant conditions are met. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

Sub-Chapter 7

Special Services

46.6.701 GROUP SERVICES PROGRAM (1) The department provides a program of financial assistance for services and modifications to facilities which may be expected to contribute substantially to the rehabilitation of a group of handicapped persons some of whom are currently or potentially clients of vocational rehabilitation services.

(2) A service should not be developed or facility modified solely for the purpose of directly benefiting any one handicapped person.

(3) Preference will be given to services or facilities with the potential of benefiting the largest number of handicapped persons at a minimum cost to the department.

(4) These funds will be only utilized:

(a) to resolve a one-time problem, such as exists in the removal of architectural barriers or the purchase of equipment; and

(b) to provide transportation and instructional materials. (History: Sec. 53-7-102, 53-7-203 and 53-7-302 MCA; IMP, Sec. 53-7-102, 53-7-103, 53-7-203, 53-7-302 and 53-7-303 MCA; NEW, Eff. 1/3/77; AMD, 1984 MAR, p. 511, Eff. 3/30/84.)

Rules 2 through 4 reserved